

Iowa Falls CSD Iowa Falls EA

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## **ARTICLE I**

### **PREAMBLE**

The Board of Directors of the Iowa Falls Community School District, in the counties of Hardin and Franklin, State of Iowa, hereinafter referred to as the Board and the Iowa Falls Education Association, hereinafter referred to as the Association, agree as follows:

## ARTICLE II

### RECOGNITION

A. Unit

The Board of Directors of the Iowa Falls Community School District, hereinafter referred to as the "Board", recognized the Iowa Falls Education Association, hereinafter referred to as the "Association", as the sole and exclusive negotiating agent for those employees of the Board designated in the PERB certification instrument (Case No. 261) issued by the PERB on September 8, 1975, which includes all full-time and regular part-time professional employees including classroom teachers, guidance counselors, and librarians but excludes the Superintendent, building principals and vice principals, all non-professional employees, nurses, and all other employees excluded by Section 4 of the Public Relations Act.

B. Board

The Association recognizes the Board as the duly elected representative of the people and agrees to negotiate only with the Board through the negotiating agent or agents officially designated by the Board to act in its behalf.

C. Definitions

1. The term "Board" as used in this Agreement, shall mean the Board of Directors of the Iowa Falls School District or its duly authorized representatives.
2. The term "Association", as used in this Agreement, shall mean the Iowa Falls Education Association or its duly authorized representatives or agents.
3. The term "employee", as used in this Agreement, shall mean all professional employees represented by this Association in the bargaining unit as defined and certified by the Public Employment Relations Board.

**ARTICLE III**  
**GRIEVANCE PROCEDURE**

**A. Definitions.**

1. Grievance

A grievance is a claim by an employee or the Association that there has been an alleged violation, misinterpretation, or misapplication of any provision of this Agreement.

2. Aggrieved Person

An "aggrieved person" or "grievant" is the person or persons or the Association making the complaint.

3. Party in Interest

A "party in interest" is the person or persons making the complaint and any person, including the Association or the Board, who might be required to take action, or against whom action might be taken in order to resolve the complaint.

**B. Purpose**

The purpose of this procedure is to secure, at the lowest possible level, resolution of grievances as above defined. Both parties agree that grievance proceedings will be kept as informal and confidential as may be appropriate at any level of the procedure.

**C. Procedure**

1. Time Limits

The number of days indicated at each level should be considered as a maximum and every effort should be made to expedite the process. The time limits specified may, however, be extended by mutual agreement. The failure of a grievant (or in the event of an appeal to arbitration, the Association) to act on any grievance within the prescribed time limits will act as a bar to any further appeal, and an administrator's failure to render a decision within the time limits shall permit the grievant to proceed to the next level.

2. Year-End Grievance

In the event a grievance is filed at such time that it cannot be processed through all the steps in this grievance procedure by the end of the school year, and , if left unresolved until the beginning of the following school year could result in irreparable harm to a party in interest, the time limits set forth herein shall be reduced so that the grievance procedure may be exhausted prior to the end of the school year or within a maximum of thirty (30) days thereafter.

3. Level One - Principal or Immediate Supervisor (Informal)

An employee with a grievance should first discuss it with his/her principal or immediate supervisor, either directly or at his/her option, through the Association's designated representative with the objective of resolving the matter informally. By mutual agreement between the Superintendent and the Association, levels One and Two shall be bypassed and the grievance may be commenced at Level III.

4. Level Two - Principal (Formal)

If a grievance still exists, the aggrieved person may invoke the formal grievance procedure through the Association on the form set forth in Schedule A. The written grievance shall state the nature of the grievance, shall note the specific clause or clauses of this Agreement, alleged to have been violated, and shall state the remedy requested. The filing of the formal written grievance at the second step must be within twenty (20) school days from the date of occurrence or the event giving rise to the grievance. The grievance form shall be available from the Association and said form shall be signed by the grievant and a representative of the Association. A copy of the grievance form shall be delivered to the appropriate principal or immediate supervisor and such delivery shall constitute filing under this paragraph. If the grievance involves more than one school building, it may be filed with the Superintendent or his/her designee.

The appropriate principal or immediate supervisor shall indicate his/her decision on the grievance in writing within five (5) school days of the filing of the formal grievance and shall furnish a copy thereof to the Association.

5. Level Three - Superintendent

In the event a grievance has not been satisfactorily resolved at Level Two, the grievant shall file within five (5) school days of the principal's written decision at Level Two, a copy of the grievance with the Superintendent. The Superintendent or his/her designee shall meet with the aggrieved person and the Association within five (5) school days of receipt of the grievance. Within ten (10) school days after such written grievance is filed with him, the Superintendent or his/her designee shall indicate his/her decision on the grievance in writing and shall furnish a copy thereof to the Association.

6. Level Four - Board of Education

In the event a grievance relative to this Agreement has not been satisfactorily resolved at Level Three, the Association may, if agreed to by the Board, transmit the grievance to the Board by filing a written copy thereof with the secretary or other designee of the Board within ten (10) school days of the date of the Superintendent's decision. The aggrieved person and the Association may bypass the Board and proceed directly to Level Five. The Board, no later than its next regular or special meeting shall meet with the aggrieved person and the Association on the grievance. Disposition of the grievance shall be made in writing by the Board no later than seven (7) school days after said meeting. A copy of such disposition shall be furnished to the Association.

7. Level Five - Arbitration

In the event a grievance has not been satisfactorily resolved at Level Three or Four, the Association may submit the grievance to arbitration within ten (10) school days of the date of the Superintendent's or Board's decision at their respective levels by notifying the Superintendent and Board in writing that the Association intends to pursue arbitration.

Within ten (10) school days after written notice to the Superintendent and Board of submission to arbitration, the Board and the Association shall attempt to agree upon a mutually acceptable arbitrator and shall obtain a commitment from said arbitrator to serve. If the parties are unable to agree upon an arbitrator to serve, or to obtain such a commitment within the specified period, a written request for a list of arbitrators shall be made to the Public Employment Relations Board (PER Board) by either party. The list shall consist of three (3) arbitrators and the parties shall determine by lot which party shall have the right to remove the first name from the list. The party having the right to remove the first name shall do so within two (2) school days, and the other party shall have one (1) additional school day to remove one of the two remaining names.

The person whose names remains shall be the arbitrator. The arbitrator so selected shall confer with the representatives of the Board and the Association and hold hearings promptly and shall issue his/her decision not later than fifteen (15) school days from the date of the close of the hearings, or, if oral hearings have been waived, then from the date the final statements and proofs on the issues are submitted to him/her. The arbitrator may hold formal or informal hearings, examine witnesses and documents, take testimony and receive evidence, require the attendance of witnesses and the production of records to assist in making his/her decision. The arbitrator's decision shall be in writing and shall set forth his/her findings of fact, reasoning, and conclusions on the issues submitted. The arbitrator's decision on a grievance may not change, nullify, or amend the terms, conditions, or provisions of the agreement. His/her authority shall be strictly limited to deciding only the issue or issues presented to him/her in writing by the School District and the Association and his/her decision must be based solely and only upon his/her interpretation of the meaning or application of the express relevant language of the

agreement or contract. The decision of the arbitrator shall be submitted to the Board and the Association and shall be final and binding on the parties.

The costs for the services of the arbitrator, including per diem expenses, if any, and actual and necessary travel, subsistence expenses, and the cost of the hearing room shall be borne equally by the Board and the Association. If it be necessary to hold arbitration hearings during the school work day, the party ruled against by the arbitrator shall pay the costs of the necessary substitutes in order that the grievant, one representative of the Association, and those witnesses subpoenaed by the arbitrator can attend the arbitration hearings. Any other expenses incurred shall be paid by the party incurring the same.

D. Rights to Representation

Any aggrieved person or grievant may be represented at Levels 1, 2, 3, 4, and 5 of the grievance procedure by himself/herself or at his/her option, by a representative selected or approved by the Association. When an employee is not represented by the Association, the Association shall have the right to be present at Levels 2, 3, 4, and 5 as a party of interest, and shall have the right to grieve any adjustment of the employee's complaint if such adjustment is inconsistent or contrary to the provisions of this Agreement.

In addition to the principal, immediate supervisor, and Superintendent involved at Levels 2 and 3, the Board may be represented at Levels 2, 3, and 5 by any person of the Board's choosing.

E. 1. Reprisals

No reprisals of any kind shall be taken by the Board or by any member of the administration against any party in interest, any representative, any member of the Association, or any other participant in the grievance procedure by reason of such participation, except that any grievance alleging a reprisal will be processed only through Level Four.

2. Written Decisions

Decisions rendered at Levels 2 and 3 of the grievance procedure shall be in writing setting forth the decision and an explanation thereof and shall be transmitted promptly to all parties in interest and to the Association.



3. Separate Grievance File

All documents, communications, and records dealing with the processing of a grievance shall be filed in a separate grievance file and shall not be kept in the personnel file of any of the participants.

4. Meetings and Hearings

All meetings and hearings under this procedure shall be conducted in private and shall include only witnesses, the parties in interest and their designated or selected representatives. With the exception of arbitration hearings scheduled by the arbitrator, it is agreed that an investigation or other handling or processing of any grievance by the grievant shall be conducted so as to result in no interference with or interruption whatsoever of the instructional program and related work activities of the grievant or of the teaching staff. It is further agreed that all grievance procedures at Level 4 be processed outside of the regular school work day.

**ARTICLE IV**  
**DUES CHECK-OFF**

**A. Authorization.**

Any employee who is a member of the Association, or who has applied for membership, may sign and deliver to the Board an authorization form authorizing the Board to deduct from the employee's monthly paycheck and forward to the Association a sum equal to one-twelfth (1/12) of the annual dues of the Association. The form shall be submitted to the Board not later than September 15th, and shall be in the form attached to this Article. The authorization shall continue in effect from year to year until termination by the employee giving the Board thirty (30) days written notice to terminate the deduction.

**B. Regular Deduction.**

The Board's responsibility shall be to deduct only for current dues. The Board shall have no liability, responsibility, or authority to deduct from initiation fees, special assessments, back dues, fines, or any other Association imposed item. If an Association member terminates employment prior to receiving the June paycheck the Board shall have no responsibility for collecting any unpaid balance of the annual dues.

Pursuant to the employee's authorization, the Board shall deduct one-twelfth (1/12) of the annual Association dues from the regular salary check of the employee each month for twelve (12) months, beginning with the September check and ending with the August check, unless the employee terminates the authorization or ceases to be an employee.

**C. Transmission of Dues.**

The Board shall transmit to the Association the total monthly deductions made pursuant to this Article within five (5) school days following the Board meeting at which the payment is approved together with a listing of those employees for whom deductions were made.

**D. Indemnification.**

The Association agrees to indemnify and hold harmless the Board, each individual Board member, and all administrators free and clear from and against any and all claims, suits, demands, costs or other liability (including court costs) arising out of the application of the provisions for dues deductions contained herein.

## DUES DEDUCTION AUTHORIZATION FORM

\_\_\_\_\_  
Employee No.

Authorization for Payroll Deduction  
for Education Association Dues.

\_\_\_\_\_  
Date Started

\_\_\_\_\_  
Amount

\_\_\_\_\_  
First Name

\_\_\_\_\_  
Initial

\_\_\_\_\_  
Last Name

Changes

\_\_\_\_\_  
Date

\_\_\_\_\_  
Amount

\_\_\_\_\_  
Date

\_\_\_\_\_  
Amount

\_\_\_\_\_  
Date

\_\_\_\_\_  
Amount

I hereby request and authorize the Board of Education of Iowa Falls Community School District as my remitting agent, to deduct from my salary check each month until this authorization is changed or revoked as provided herein, 1/12th of the prevailing annual rate of dues which amount is to be remitted each month for me and on my behalf to the Treasurer of the Iowa Falls Education Association.

Total annual dues\_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Amount

Monthly Deduction\_\_\_\_\_

\_\_\_\_\_  
Date

\_\_\_\_\_  
Amount

It is understood that this authorization shall begin on the first payroll period following this date and shall continue through August from the date hereof.

DATE\_\_\_\_\_SIGNATURE\_\_\_\_\_

SOCIAL SECURITY NO.\_\_\_\_\_

## **ARTICLE V**

### **DURATION AND EFFECT OF AGREEMENT**

- A. This Agreement shall be effective as of July 1, 2006 and shall continue in effect until June 30, 2007.
- B. Should any article, section, clause or provision of this Agreement be declared illegal by a court of competent jurisdiction, then that article, section, clause or provision shall be deleted from this Agreement to the extent that it violates the law, and the Board and the Association shall enter into negotiations concerning the said provision at the call of either party. The remaining articles, sections, and clauses shall remain in full force and effect.
- C. Whenever any notice is required to be given by either of the parties to this Agreement, either party shall do so in writing to the following designated individuals:
  - 1. If by the Association to the Board, through the Secretary of the Board.
  - 2. If by the Board to the Association, at the address of the current Association president.

**ARTICLE VI**  
**WAGES AND SALARIES**

**A. Schedule:**

1. Attached hereto and made a part hereof is the salary schedule (Schedule A) for all employees, which has been negotiated as a part of this Agreement. Any employee entering upon employment for the Board for one full semester of any school year shall be given full credit for one year service toward the next increment step for the succeeding year.
2. Incoming experienced teachers shall receive credit of one step for each year of teaching experience as a certified teacher in other systems provided that fractional years of experience will not be counted unless in excess of one semester, provided, however, that no employee on the Iowa Falls staff prior to the 1st day of July, 1991, shall be entitled to any additional steps by reason of this provision.
3. First-year beginning teachers will be hired on Step 2 of Schedule A.
4. Negotiated increases to the base salary of Schedule A shall be applied at Step 1 of the BA/BS Lane.

**B. Advancement.**

**1. Increments**

Following placement on the schedule, employees shall be granted one increment or vertical step on the schedule for each year of service until the maximum for their educational lane is reached.

**2. Educational Lanes**

Employees who move laterally from one educational lane to a higher educational lane shall move to the corresponding eligible step on the higher lane. Coursework taken to advance laterally to the BA+ lane or any higher lane must (1) carry graduate credit\* and be related to the work being presently performed by the employee, or (2) be credited towards an advanced degree program in an approved college or university and be related to the work being presently performed by the employee, and (3) be approved in writing in advance by the Superintendent. No employee shall take courses leading to more than six (6) semester hours credit during the period from September 1 to June 1 of any school year.

\*Renewal credit may be accepted for graduate credit if all other criteria of this section are met, and the only difference between a course taken for renewal credit and graduate credit is the fee that must be paid to receive a graduate credit. It is the employee's responsibility to provide such documentation.

Employees who have earned sufficient credit to advance laterally to a higher educational lane shall submit suitable evidence of the earning of the credit before the September board meeting following the earning of the credit.

C. Method of Payment

1. Pay Periods

Each employee shall be paid in twelve (12) equal installments on the 25th day of each month. Employees shall receive their checks at their regular building and on regular school days unless otherwise designated by the teacher.

2. Exceptions

- a. When a pay date falls on or during a school holiday, vacation, or weekend, employees shall receive their pay checks on the last previous working day.
- b. Employees who are new in the teaching profession may at their option, elect to receive up to fifty percent (50%) of the first salary installment after the completion of the first fifteen(15) work days of employment. The balance of the contracted salary shall be paid on the 25th of the month.

3. Summer Checks

Summer checks will be electronically deposited at the employee's designated financial institution or picked up in person at the superintendent's office.

D. Extended Contract.

Payment to employees working on an extended contract shall be at a per diem rate. An employee's per diem rate shall be calculated by dividing their regular one hundred ninety (190) day salary by one hundred ninety (190) and multiplying that quotient by the number of extended days worked provided that:

1. Extended contract rate shall not apply to coaching personnel who are paid on an additional percentage basis.
2. Vocational agriculture instructors on a ten (10) month extended contract shall be paid at the rate of 1.15 times the base pay of that individual employee's present step and class.

E. Death Benefit.

Any earned unpaid salary of a deceased employee shall be paid to the employee's spouse, or if none, to his/her previously designated beneficiary, or if none, then to his/her estate.

In regard to Article VI it is understood that Phase II funds shall be considered as being incorporated into the regular salary schedule with the receipt of Phase II funds being used to support teachers' salaries in accordance with the agreed upon salary schedules beginning July 1, 1991. This results in twelve (12) monthly Phase II payments as a regular part of the teachers' salary.

## ARTICLE VII

### INSURANCES

#### A. Types of Coverage

The Board agrees to provide employees with the following insurance protections paid for by the Board to the extent herein described:

##### 1. Health and Major Medical

For all employees hired before September 1, 2004, and for all full-time (1.0 FTE) employees hired after September 1, 2004, the health insurance benefit for single insurance coverage shall be:

- \$515.16 a month per Protector 200
- \$515.16 a month per Copay 500
- \$496.97 a month per Protector 750 (\$18.19 balance to be applied to employee's TSA or family insurance coverage)

Part-time employees hired after September 1, 2004, shall receive single insurance coverage equal to the full-time amount multiplied by the part-time employee's percent of contract.

The health insurance benefit for family insurance coverage will be \$300.00 a month for a full-time (1.0 FTE) employee. Part-time employees shall receive family coverage equal to the full-time amount multiplied by the part-time employee's percent of contract. Any family premium remaining shall be paid by the individual employee.

An \$125.00 a month TSA will be provided for a full time (1.0 FTE) employee not taking family insurance coverage. An employee who is less than full-time, and not taking family insurance coverage, will have a TSA equal to the full-time amount multiplied by the part-time employee's percent of contract.

##### 2. Life

Each employee shall continue to be covered by the presently existing graded scale life insurance program, or its equivalent, without reduction in the level of Board paid life insurance benefits. Eligibility for such coverage shall be limited by insurance company eligibility requirements. The scale is: a minimum of fourteen thousand dollars (\$14,000.00) in life insurance; if a person is earning sixteen thousand to eighteen thousand dollars (\$16,000.00-\$18,000.00) gross then their life insurance should be sixteen thousand dollars (\$16,000.00); eighteen thousand dollars to twenty thousand dollars (\$18,000.00-\$20,000.00) should be eighteen thousand dollars (\$18,000.00) insurance; and so on up to a maximum of thirty thousand dollars (\$30,000.00) gross pay.



3. Disability

Each employee shall continue to be covered by a revised long term disability insurance program which shall provide for coverage to sixty percent (60%) of maximum six thousand dollars (\$6,000.00) employee monthly compensation with the qualification period being "expiration of accumulated sick leave". Eligibility for such coverage shall be limited by insurance company eligibility requirements.

4. Workmen's Compensation

Each employee shall be covered by the workmen's compensation insurance required by Iowa law.

5. Liability

Each employee shall be covered by a public liability insurance policy protecting the employee when the employee is engaged within the scope of the employee's employment and acting pursuant to Board policy, regulation, direction, or instruction. An employee of the school district shall have limited insurance coverage with respect to a motorized vehicle owned by such employee, but only while such motorized vehicle is used in the business of the District, and only when the use of such motorized vehicle has been authorized by a responsible official of the school district. Such insurance shall not cover the use of the motorized vehicle in driving to and from work.

6. Dental

The dental insurance benefit for single insurance coverage will be \$29.07 a month. The employee shall pay any premium balance not covered by the fore mentioned amount.

B. Coverage

Insurance protection afforded by Paragraph A above for returning teachers shall begin on September 1 and end on August 31, in each year of this contract. Insurance protection afforded in Paragraph A above for new teachers shall begin on the 1st day of the month following the first teaching day of such new employee and shall continue through August 31. Employees new to the District shall be covered by the insurances in Paragraph A no later than one month after entering upon discharge of duty.

C. Descriptions

The Board shall provide each employee a description of the insurance coverages provided herein within ten (10) days after the beginning of the school year or date of employment, which shall include a description of conditions and limits of coverage as provided by the carrier. Application forms shall be given to each new employee during the "New Teacher Workshop" day.

Additional application forms for the insurance shall be available upon request at the Board's offices. The duty to make the application shall be the employee's.

D. Continuation

1. In the event that an employee, absent because of illness or injury, has exhausted sick leave accrual, the above-mentioned benefits shall continue throughout the balance of the school contract year.
2. Employees on paid leave shall continue to have Board contributions made according to the level described above.
3. Employees on non-paid leave other than sick leave beyond accrual for one month or longer shall have the option to continue any or all of the Board programs by paying the premiums themselves to the Board within thirty (30) days of the billing date.

E. Carrier

Any change in carrier shall not reduce the level of insurance benefits nor the service to the insured employee.

**ARTICLE VIII**  
**SUPPLEMENTAL PAY**

**A. Extra-Curricular Activities.**

**1. Approved Activities**

The Board and Association agree that the extra-curricular activities listed in Schedule B are official school-sponsored activities covered by school insurance.

**2. Rates of Pay**

a. Employee participation in approved activities shall be compensated according to the rate of pay in Schedule B, which is attached hereto and made a part hereof.

b. Step 1 on the BA/BS Lane of Schedule A will be used to generate the rates of pay for activities that have percentage-based compensation.

**3. Assigned Activities**

Assignment to perform duties other than those listed in Schedule B shall be voluntary and shall be compensated at the rate of twenty dollars (\$20.00) per event. Any employee desiring an extra non-transferable school activity ticket shall obtain such ticket by working on two separate activities without pay.

Each employee shall be given an activity ticket to all school activities. The spouse of the director or assistant director of an activity shall be admitted free of charge to any activity directed by the employee.

**B. Travel Expense.**

Each employee who is required to use his/her own personal automobile in the performance of assigned duties (including field trips and travel between school buildings) shall be paid for all such travel at the maximum rate established by state law. In lieu of reporting actual daily mileages, employees may elect to use actual one-way mileage of regularly traveled routes, and this mileage multiplied by the number of trips shall be an acceptable report. For between building travel, no mileage shall be paid for travel from the employee's home to the first building reported, nor from the last building attended to the employee's home. Mileage pay shall be paid within ten (10) days following the first board meeting following the end of each semester except that vocational agriculture instructor mileage shall be paid monthly.

**ARTICLE IX**  
**SICK LEAVE**

**A. Sick Leave--Use**

Sick leave shall be available for use by the employee during a temporary disability of the employee caused by bodily physical illness of the employee, pregnancy of the employee, or medical or surgical treatment of the body of the employee, and the medically necessary recuperation period for the employee following such illness, surgery or treatment.

Sick leave shall also be available for use by the employee in the event of mental illness of the employee as diagnosed by a licensed physician, psychologist or psychiatrist which illness causes a temporary inability of the employee to perform his/her duties.

**B. Accumulated Benefits.**

All employees shall be entitled to sick leave days according to the following schedule:

1st through 3rd year of employment	=	13 days per year
4th year of employment	=	14 days per year
5th year and on	=	15 days per year

Employees on an extended contract of thirteen (13) days or more shall be entitled to one (1) additional day of sick leave per year except that those employees who are on a twelve (12) month contract shall be entitled to two (2) additional days of sick leave per year.

Employee entitlement to sick leave shall begin with the first contract day of the school year whether or not an employee reports to duty on that day. Unused sick leave shall accumulate from year to year up to a maximum of one hundred ten (110) days, provided however, that no paid sick leave shall be available for days when an employee shall be entitled to receive disability insurance payments under Article VII (A) (3) and Article VII (A) (4).

**C. Upon request an employee will be provided with a written statement of accrued sick leave.**

**D. No sick leave shall be used for "voluntary" or "elective" surgery when said surgery can be accomplished at a time other than during the school year.**

**E. Employees may use up to two days of sick leave each year for dependent care, but only after all Annual Leave and Personal Leave days for the year have been used.**

Leave for dependent care is non-accumulative from year to year. A "dependent" is defined as a spouse or child.

E. Family and Medical Leave Act

Employees of the District are entitled to unpaid family and medical leaves to the same extent and subject to the same terms and conditions as set forth in the Family and Medical Leave Act of 1993. This inclusion shall in no way reduce or adversely impact any other provisions of this document.

**ARTICLE X**  
**GENERAL LEAVE**

**A. Bereavement Leave.**

1. Each employee shall be granted five (5) days of bereavement leave, per occurrence, for absence from work caused by death of a member of the employee's immediate family. Immediate family shall be defined as husband, wife, son, daughter, father, mother, brother, sister, mother-in-law, father-in-law, brother-in-law, sister-in-law, son-in-law, daughter-in-law, grandparents and grandchildren.
2. In the event of the death of an employee or student in the Iowa Falls Community School District, an employee may request sufficient time from work to attend the funeral. The decision as to the number and identity of employees who shall attend shall be within the discretion of the supervisor and not subject to grievance.
3. One day per year of bereavement shall be allowed for the employee to attend the funeral of a relative of the employee other than those described in the immediate family listed above in 1.

**B. Jury Duty.**

If the employee is required to report for jury duty, paid leave shall be granted for that service and the employee shall pay over to the Board any fees or remuneration (except mileage) received for such jury duty. Additionally, if an employee be subpoenaed by a court or other competent authority to testify, sufficient time shall be given to the employee for his/her appearance to testify.

**C. Selective Service Leave.**

Employees called for selective service physical examinations shall be granted leave with pay for such purpose.

**D. Professional Leave.**

Each employee shall have credited to his/her use at the beginning of each school year two (2) days of paid leave for absence from work caused by employee's attendance at a professional conference, workshop or seminar conducted by a college, university or other educational institute, or for visitations to view other instructional techniques or programs.

**E. Association Leave**

1. Not to exceed two (2) representatives of the Association shall each have up to three (3) days of unpaid leave for attendance at conferences, conventions or other activities of the Association and its state or national affiliated organizations.
2. Representatives of the Association, not to exceed two (2), shall have a cumulative of four (4) days paid leave between them for attendance to this ISEA Delegate Assembly.

F. Annual Leave.

At the beginning of each school year, each employee shall be credited with three (3) days of annual paid non-cumulative leave for absence from work caused by needs listed in 1-3 below. Employees employed on a twelve (12) month basis shall be entitled to four (4) days of annual paid non-cumulative leave for absence from work caused by needs listed in 1-3 below.

1. Serious illness and/or funerals in the immediate family as defined in A-1. above. Leaves for funerals other than family may be granted by employee's principal on such terms and conditions as shall be determined by said principal, denial of which leave or the conditions or terms of such leaves shall not be grievable.
2. Professional conferences, workshops, and seminars conducted by colleges, universities, or other educational institutions, or for visitations to view other instructional techniques or programs.
3. Personal business, subject to the approval of the Superintendent or his/her designee, denial of which shall not be grievable.

G. Requests for Leave.

Requests for leave shall be made in writing on a form provided by the Board to the employee's immediate supervisor at least three (3) days in advance of the absence if possible. If leave is denied, the employee shall be so notified in writing at least one (1) day in advance of the beginning of the requested leave if possible.

H. Leaves taken pursuant to this Article shall not be charged against the sick leave provided for in Article IX.

I. None of the leaves above provided for shall be cumulative in nature, shall not be carried over from year to year, and if not utilized shall expire at the end of the school year.

J. Personal Leave.

At the beginning of the school year, each employee shall be credited with two (2) days of personal leave, which shall be fully paid. A personal leave day may be used for any purpose at the discretion of the employee. An employee planning to use the personal leave day shall notify his/her principal at least one day in advance, except in cases of emergency. Personal leave days shall not be accumulated from year to year. Not more than five percent (5%) of the certified staff may take the personal leave day on any one date. The taking of personal leave day shall be on a first come-first serve basis. In the event of non-use of either or both days, the employee shall be paid an amount equal to the then current teacher's substitute daily pay for each day not used which payment shall be added to the June installment of the employee's salary.

Five days of annual leave may be granted to each employee who does not use his/her two personal days the previous school year. If only one day of personal leave is used in the prior year, four days of annual leave may be used in the following year. There shall be no further accumulation of personal or annual leave days.

K. Discretionary Leave

Temporary extended leaves in addition to those delineated in the Master Contract, either paid or unpaid, may be granted by the Board, or in the event of an emergency, by the superintendent. Such leave may be given at the sole unfettered discretion of the Board or superintendent. The granting or denial of leave herein shall not be subject to grievance (Article III).



**ARTICLE XI**  
**EXTENDED LEAVES OF ABSENCE**

**A. Association.**

A leave of absence without pay for up to two years may be granted upon application to any employee for the purpose of serving as an officer of the Iowa State Education Association or the National Education Association. Upon return from such leave, the employee shall be placed at the same position on the salary schedule as the employee was when the leave commenced.

**B. Military.**

Leave of absence shall be granted for any period of active state or federal military service. Such military leave shall be without loss of status or efficiency rating and without loss of pay during the first thirty (30) days of such leave as provided in Chapter 29A of the Code of Iowa, if that Chapter is applicable to the employer. On completion of federal military service, the employee shall be entitled to resume the position formerly held without loss of salary or benefits that would have been received had such leave not been taken. Any employee whose military leave exceeds a continuous period of six (6) months shall make application for reinstatement to the Superintendent or his/her designated representative and return to employment within ninety (90) days after termination of such military service.

**C. Educational Improvement.**

A leave of absence without pay or other furnished fringe benefits of up to one year may be granted by the Board to regular full-time employed teacher with five (5) or more years of continuous service and teachers employed at least one-half time with at least eight (8) or more years of continuous service to the Board for the purpose of advanced study leading to an advanced degree not held by the teacher.

Application for academic leave shall be made in writing prior to March 1st preceding the school year for which such leave is requested to a jointly established Academic Leave Committee composed of two members selected by the Board and two members selected by the Association. The Academic Leave Committee shall review all applications and make its recommendations concerning the applicants to the Board in writing not later than April 1. The recommendations shall be advisory only and the Board shall have the sole and unfettered discretion to accept or reject the recommendations, to choose among any or all of the applicants, or to grant or not grant academic leave to any of the applicants. The selection or nonselection of persons for academic leave shall not be subject to the provisions of the grievance Article.

- D. An employee who is unable to work because of illness, injury, maternity, or other medical disability and who has exhausted all sick leave accrued, shall, upon request, be granted a leave of absence without pay or other Board provided fringe benefits (excepting those benefits continued by provision in Articles VII (D) for the duration of such illness or disability to the end of the school year in which the sick leave is used up.
- E. Family Responsibility.
  - 1. A leave of absence for up to one year without pay or benefits may be granted in the sole unfettered discretion of the Board to any regular full-time or part-time teacher for extended illness or injury of the employee's parent, spouse or children, or the care of employee's infant, natural or adopted children.
  - 2. Upon returning to employment, the employee shall assume all previous rights and privileges including that of seniority, however, no seniority shall accumulate during the leave.
  - 3. The granting or denial of leave herein shall not be subject to the grievance Article of this Agreement.

**ARTICLE XII**  
**VOLUNTARY TRANSFERS**

**A. Definition**

The movement of an employee at the employee's request to a different assignment, grade level, subject area or building shall be considered a voluntary transfer.

**B. Notification of Vacancies.**

1. The Superintendent shall notify the Association of the vacancies which occur during the school year and for the following school year within five (5) days of the determination by the Board that a vacancy exists.
2. Employees who desire a change in grade and/or subject assignment or who desire to transfer to another building where a vacancy does exist shall file a written statement of such desire with the Superintendent. Such statement shall include the grade and/or subject to which the employee desires to be assigned and/or the school(s) to which the employee desires to be transferred. Such requests for transfers and reassignments for the following semester shall be submitted not later than ten (10) days following notification of vacancies by the Board.

**C. In the filling of a vacancy, the Board shall consider all requests from employees who have filed a request for transfer to that vacancy along with any and all other applicants for the position. The decision as to who is employed to fill the vacancy shall be within the unfettered and complete discretion of the board pursuant to its right to hire, transfer, assign, and retain employees under Section 7 of the PERA, except that if the final decision is between two or more existing employees, and the skill, ability, qualifications, and subject matter competence of the employees are equal in the sole and exclusive judgment of the Board, then the employee with the longest continuous service to Board will be given priority.**

**D. Within ten (10) days after the position is filled, all applicants must be notified of the placement decision in writing.**

**ARTICLE XIII**  
**INVOLUNTARY TRANSFERS**

A. Definition

The movement of an employee at the direction and order of the Board to a different assignment, grade level, subject area, or building shall be an involuntary transfer.

B. Notice.

Notice of an employee's involuntary transfer shall be given to the employee within five (5) teaching days or fourteen (14) non-teaching days of the employer's decision to make the involuntary transfer. The employee shall also be informed in writing of the reasons for the transfer.

C. Discussion.

Any person involved in an involuntary transfer will have an opportunity to discuss the transfer with administration and other persons who may be involved. Such meeting will take place before the Board takes formal action on the involuntary transfer recommendation. The employee, at his or her discretion, may elect to have an Association Representative at the meeting.

D. Appeal.

Involuntary transfer shall not be made for arbitrary and capricious reasons. Any employee may grieve an involuntary transfer pursuant to the grievance procedure provided, however, that the grievance may not bypass level four. If the grievance proceeds to level five and the arbitrator finds that the transfer was made for none other than arbitrary and capricious reasons, then the arbitrator may order the return of the involuntarily transferred employee to his/her previous position, and such return shall be the only remedy available to the arbitrator.

**ARTICLE XIV**  
**EMPLOYEE WORK YEAR**

A. In-School Work Year.

1. Regular Contract

The school work year shall consist of one hundred ninety (190) contract days for returning teachers and one hundred ninety-one (191) contract days for new teachers. Two of these workdays shall be assigned for parent-teacher conferences.

2. Extended Contract

The in-school work year of employees contracted on a ten (10) month basis shall be two hundred ten (210) contract days, on an eleven (11) month basis two hundred thirty (230) days, and on a twelve (12) month basis, two hundred fifty (250) days.

B. No employee shall be required to perform duties on any designated school holiday or vacation day.

C. During pre-school workshop all returning teachers shall be allowed no less than 50% of the workshop hours for in-classroom work to a maximum of eight (8) hours.

D. Holidays and Vacation Days.

The following holidays shall be observed during the school year and no school shall be held on the following days:

Labor Day  
Thanksgiving Day  
Christmas Day  
New Years Day  
Good Friday

The following shall be considered school vacation days and no school shall be held:

Friday after Thanksgiving  
December 24 through January 1

E. There shall be five In-Service training days during the one hundred ninety (190) day work year.

**ARTICLE XV**  
**EMPLOYEE HOURS**

**A. Workday.**

1. The total in-school workday shall consist of not more than eight (8) hours.
2. Employees may leave the building without permission during their scheduled lunch period, subject to notification to the principal's office. Other non-duty departures from the premises during the workday may be granted by the building principal and the granting or denial of permission shall not be grievable.
3. Employees will be given a duty free lunch period of at least twenty-five (25) minutes, building schedules permitting.

**B. Meetings**

Employees may be required to remain after the end of the regular work day without additional compensation for the purpose of attending such meetings as the principal/supervisor and Superintendent may call for faculty, in-service, or other purposes related to the employee's employment. Such meetings may also be scheduled prior to the beginning of the work day.

**ARTICLE XVI**  
**HEALTH PROVISIONS**

**A. Physical Fitness**

All new employees are required to provide evidence of physical fitness to perform duties assigned and freedom from communicable disease. Such evidence shall be limited to a statement from a licensed physician of the employee's choice (which statement shall be based upon an examination of the employee performed within ninety (90) days before initial employment or within twenty (20) days after initial employment) attesting to the employee's physical fitness. The cost of such examination shall rest with the employee.

**ARTICLE XVII**  
**SAFETY PROVISIONS**

**A. Employee Facilities.**

Each employee shall be provided with a serviceable desk, chair, and storage area for the use of the employee. Such special protective devices and equipment which the Board determines to be necessary or which are required by any Federal or State job safety laws, shall be furnished to the employee. Each employee shall be responsible for the proper care, use, and maintenance of the equipment and items furnished to the employee and shall be responsible for all loss or damage to the items caused by the negligent acts or omissions of the employee.

**B. Closing School.**

Decisions to close or keep school because of inclement weather shall be made by the Board and not be subject to the grievance procedure.

**C. Use of Reasonable Force.**

An employee may while acting within the scope of his/her employment when acting pursuant to existing Board policy use and apply such amount of force as is reasonable, lawful and necessary to quell the disturbance threatening physical injury to others, to obtain possession of weapons or other dangerous objects upon the person or within the control of the pupil; for the purpose of self-defense; and for the protection of person or property.

**D. Assault on an Employee.**

1. The employees shall immediately report to their supervisors any case of assault upon them during the course of their employment, and at the employee's discretion to the police.
2. When it is necessary for an employee to be absent from work because of injuries received from assault while in the scope of his/her employment and while acting pursuant to existing board policies, the employee shall be entitled to leave with full pay and benefits for the period of such absence, and shall not forfeit any sick leave or personal leave. The Board shall be permitted to offset against the employee's pay any sums received by the employee from the Board provided disability insurance. Provided further, that in no event shall the leave of absence with pay extend more than one year from the date of the assault.

**E. Bomb Threats.**

No employee shall be required to search for a bomb.



## ARTICLE XVIII

### EVALUATION

- A. First and second year beginning teachers shall be formally evaluated pursuant to the requirements in Chapter 284 of the Iowa Code.
- B. Career Teachers (3rd year and beyond) shall have a Summative Evaluation once every three years. The Summative Evaluation will be used to determine whether the teacher's practice meets school district expectations and the Iowa Teaching Standards in accordance with section 284.7 of the Iowa Code.

- 1. Within two weeks of the beginning of the school year in which the Summative Evaluation is to occur, the teacher shall be given a copy of the summative evaluation form, the Iowa Teaching Standards and Criteria, descriptors to be used, the timeline of the process, and other expectations of the teacher by the evaluator.
- 2. In composing the Summative Evaluation the evaluator will use data collected throughout the three-year evaluation cycle. Such data will include, but not be limited to:

#### Formative Observations

Formative observations may include formal classroom observations and informal classroom observations such as a "Walk-through".

Formal observations will be conducted with the full advance knowledge of the *teacher*. The evaluator and the employee shall mutually agree upon dates and times for a pre-observation conference, formal observation, and post-observation conference.

The evaluator's written observation comments shall be reviewed at the post-observation conference. During the post-conference, the evaluator may also review the standards and criteria in which the teacher is demonstrating competence through other observations, data and other such evidence.

Written documentation will be completed for data collected during an informal observation(s) if such data will be used in composing the Summative Evaluation. The teacher will be given a copy of any such documentation within 10 days of the document being composed. The employee has the right to submit an explanation, written statements, or other supportive evidence in response within 10 days after receiving such a document.

#### Comprehensive Conference

The evaluator will hold a comprehensive conference or a series of conferences with the teacher each year to discuss the teacher's progress in meeting the Iowa Teaching Standards.

#### Individual Career Development Plan

The teacher shall submit an Individual Career Professional Development Plan by September 30. The evaluator shall meet with the teacher to review the plan and jointly modify the plan if needed. The evaluator will have final approval of the plan. Modifications of the plan may be made after the plan has been approved. The annual review of the

Individual Career Professional Development Plan shall occur at a mutually agreed upon date prior to the end of each school year.

Teacher Presentation of Artifacts and Data

Teachers will collect and present artifacts that show attainment of the Iowa Teaching Standards. Data collected from the evaluator through observations, documents, conferences, etc. may assist the teacher in showing attainment of the standards. Further, the evaluator may deem such data sufficient to meet a standard(s) or criteria without any additional artifacts presented by the teacher.

Additional Source

An additional source of data will be collected from a second evaluator, a parent survey, student survey, peer teacher data, or any other mutually agreed upon source.

3. A Summative Conference to review and sign the Summative Evaluation will be held on or before March 30 in the third year of the teacher's evaluation cycle. During this conference, the evaluator will verify if the teacher meets all of the Iowa Teaching Standards and all accompanying criteria.
  4. The teacher's signature on any form used in the Summative Evaluation process shall not be construed as his/her agreement with the evaluation, but rather his/her awareness of the content of the evaluation. However, if the teacher does not submit written objections within 15 days of receiving a given form, the teacher's signature will be construed as agreement.
  5. If the teacher feels his/her Summative Evaluation is incomplete, inaccurate, or unjust, he/she may put his/her comments and objections concerning the evaluation in writing, sign them, and have them attached to the copy of the evaluation report to be placed in his/her personnel file. Such action must be completed within fifteen (15) days of signing the Summative Evaluation. The file copy of such objections shall be signed by the evaluator to indicate the evaluator's awareness of the content of the objections.
  6. The evaluator may place a teacher in an Awareness Program and/or Intensive Assistance Program at any time during the three-year cycle. Such placement will be made when the evaluator has a specific concern(s) that the teacher's performance does not meet, or will not meet, any of the first seven (7) Iowa Teaching Standards and accompanying criteria. Placement in either program is not subject to grievance.
- C. Each employee shall have the right at any time to review all materials in his/her employee file collected after employment. At the employee's request, a representative of the Association may accompany the employee in his/her review. The employee shall have a right to respond to any material contained in his/her file and such employee responses shall become part of the file. The employee shall have the right to reproduce at his/her expense, the contents of his/her file collected after initial employment.
- D. The district shall notify any employee against whom a written complaint has been filed if the complaint is to be placed in an employee's personnel file. Said notice shall be given within forty-eight hours of the District receiving the complaint.

## **ARTICLE XIX**

### **EXTRA-CURRICULAR SENIORITY**

When two or more employees desire the same extra curricular position, such as teaching adult education courses, the extra duties enumerated in Schedule B, summer or evening courses, and the skill, ability, qualifications, and subject matter competence of the employees are equal, then as between those employees, the employee with the longest, continuous service to the Board will be given priority.

**ARTICLE XX**  
**STAFF REDUCTION**

Whenever in the sole exclusive judgment of the Board (as limited by Section 279.15, Code of Iowa), it is necessary to reduce staff, the following procedure shall be employed.

1. When possible the reduction shall be accomplished by attrition of employees in the position where reduction is to be made, unless the Board determines that an existing curricular program cannot be maintained.
2. In the event the Board determines that reduction in staff cannot be adequately accomplished through attrition, the Board shall attempt to reduce those employees in the position where reduction is being made who have the least seniority. The employees to be retained must meet proper certification and approvals for their new assignments.
3. In the event an employee would be reduced under paragraph #2, and that employee has more seniority than an employee in another position, the less senior employee shall be reduced and the more senior employee transferred provided the senior employee has proper certification and approvals for the new assignment.
4. For the purpose of this Article, seniority shall be defined as the length of continuous service within the Iowa Falls School District. The following factors shall be considered when computing seniority:
  - a. Teachers who work one-half time or more shall receive one full year of seniority in each of the "positions" they fill in accordance of paragraph #5 of this Article.
  - b. Teachers who work less than one-half time shall receive one-half year of seniority in each of the "positions" they fill in accordance of paragraph #5 of this Article.
  - c. Unpaid leaves of absence will not break seniority, or employment by the Board in a position outside of the bargaining unit, but such time will not be counted in computing seniority.
  - d. A teacher who transfers at his/her own request from one position to another shall have no accrued seniority in the position to which the teacher transfers, but shall maintain any accrued seniority in the position from which the teacher has transferred.
  - e. A teacher who transfers from one position to another at the request of the administration or board, or is not at the teacher's request due to staff reassignment, shall maintain his/her seniority in the position from which he/she transferred and continue to accrue seniority in the previous position.
  - f. Seniority does not include service as a substitute, short or long term.

When seniority is equal between or among employees, ranking of those employees shall be determined by:

- a. Certification - Teachers holding an emergency or temporary certificate in the position and/or specific curricular area of concern will be terminated first.
- b. The general competency and effectiveness as determined by the evaluations obtained over the past three years in accordance with Article XVIII of this Agreement.

5. For the purpose of this Article, the term "position" shall mean grades PreK-6 including those Title I and reading recovery assignments filled by teachers who are qualified for the regular PreK- 6 classroom and grades 7-12 by subject position. A "position" shall also mean PreK-12 areas such as music, art, physical education, etc. wherein there are teachers whose qualifications span the PreK-12 program.

PreK - 6            Classroom  
                         Includes Title 1 and Reading Recovery

7-12                •Social Studies  
                         •English/Language Arts  
                         • Math  
                         •Science  
                         • Vocational Agriculture  
                         • Business / Marketing / Technology  
                         • Industrial Technology  
                         • Family and Consumer Science  
                         • Foreign Language

PreK - 12            • Special Education  
                         • Instrumental Music  
                         • Vocal Music  
                         • Art  
                         • Physical Education  
                         • Library/Media  
                         • Guidance  
                         • At-Risk  
                         • Gifted/Talented

6. If a vacancy exists, any employees laid off shall be recalled in the inverse order of layoff for those positions the laid off employee is certified and approved to teach. Recall rights shall exist for a period of two years from the employee's last day of service.
7. Any teacher who resigns upon request for reasons of staff reduction shall be accorded the recall rights provided by this Article.
8. Any teacher re-employed by exercising recall rights accorded herein shall return to employment at the next higher level from which such employee left employment. A recalled employee shall maintain previously accrued seniority with no additional credit for years in which employee was not so employed.
9. The Superintendent shall maintain a current list of those who have retained recall rights as provided in this Article which shall be available for inspection during office hours. Each employee shall bear the responsibility of notifying the Superintendent of current addresses. The Superintendent shall advise persons to be recalled via certified mail and such employees to be recalled shall have ten days to respond. If the employee fails to respond within the ten-day period, the employee shall forfeit all recall rights hereunder.
10. A listing of teachers by position and seniority will be composed and updated yearly based upon the terms of this Article. The District and Association will agree to the positions and the amount of seniority assigned to all teachers.

## **ARTICLE XXI**

### **STUDENT ACHIEVEMENT AND TEACHER QUALITY PROGRAM**

#### **A. Distribution of Funds**

1. Distribution of funds for the Student Achievement and Teacher Quality Program will be separate from and in addition to the bargained salaries, phase I and phase II.
2. Funds will be distributed in a timely manner whenever they are received from the state.

#### **B. Calculation of Compensation**

1. Calculation of compensation will be made as soon as possible when staffing for a new school year is completed.
2. Minimum salary compensation for the first-year beginning teacher, second-year beginning teacher and career 1 teacher will be paid according to the salary provisions of the law. Additional salary provisions will be made for career 1 teachers if the minimum salary increase does not equal the funding appropriation for teachers identified in item B-3 of this article.
3. Remaining funds from the District's appropriation will be equally distributed to all other teachers based upon FTE (full-time equivalency).

### **PROFESSIONAL DEVELOPMENT DAYS WAIVER**

If the Legislature requires the District to add one or more professional development days to the school year and the Legislature provides sufficient funding to compensate teachers on a per diem basis for any professional development day which is added to the school year, then the District agrees that it will add only the required number of professional development days to the school year and that it will compensate teachers on a per diem basis for each day added to the school year.

If the Legislature requires the District to add one or more professional development days to the school year and the Legislature does not provide sufficient funding to compensate teachers on a per diem basis for any professional development which is added to the school year, then the parties agree that the compensation for any additional day shall be subject to negotiation, including all steps of the statutory impasse procedures.

ARTICLE XXII

RATIFICATION AND ACCEPTANCE

IN WITNESS WHEREOF the chief negotiator for each party has hereunto set his or her name and this agreement is hereby tendered to the Association for ratification and if ratified to the Board for acceptance, the same being done this 11th day of April, 2006.

IOWA FALLS EDUCATION ASSOCIATION

BY: Mary Jean Nederhoff  
Mary Jean Nederhoff  
Chief Negotiator

BOARD OF DIRECTORS  
IOWA FALLS COMMUNITY  
SCHOOL DISTRICT

BY: John Robbins  
John Robbins

CERTIFICATE OF RATIFICATION

I do hereby certify that the above and foregoing agreement was ratified by the members of the Iowa Falls Education Association on the 26th day of April, 2006, pursuant to the provisions of the Public Employment Relations Act and the rules of the Public Employment Relations Board.

Mary Jean Nederhoff  
Mary Jean Nederhoff, President

CERTIFICATE OF ACCEPTANCE

I do hereby certify that the above foregoing agreement was accepted by the Board of Directors of the Iowa Falls Community School District at its meeting held on the 28th day of April, 2006, after making the terms of the agreement public pursuant to rule 67.4 (2) of the Public Employment Relations Board.

T.J. Norman  
T.J. Norman, President  
Board of Directors  
Iowa Falls Community School District

## GRIEVANCE CLAIM

# \_\_\_\_\_

\_\_\_\_\_  
Date Filed

\_\_\_\_\_  
School District

\_\_\_\_\_  
Building

\_\_\_\_\_  
Name of Person Making Claim

### LEVEL II

A. Date Violation Occurred \_\_\_\_\_

B. Section(s) of Contract Violated \_\_\_\_\_

C. Statement of Grievance \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

D. Relief Sought \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

E. Disposition by Principal or Immediate Supervisor \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Principal or  
Immediate Supervisor

\_\_\_\_\_  
Date



LEVEL III

- A. \_\_\_\_\_  
Signature of Aggrieved Person Date Received by Superintendent
- B. Disposition by Superintendent or His/Her Designee \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- \_\_\_\_\_  
Signature of Superintendent or His/Her Designee Date

LEVEL IV (optional)

- A. \_\_\_\_\_  
Signature of Aggrieved Person Date Received by Board
- B. \_\_\_\_\_  
Signature of Association President
- C. Disposition by Board \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
- \_\_\_\_\_  
Signature of Board President Date

LEVEL V

- A. \_\_\_\_\_  
Signature of Aggrieved Person Signature of Association President
- B. \_\_\_\_\_  
Date Submitted to Arbitration Date Received by Arbitrator

C. Disposition and Award of Arbitrator\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Arbitrator

\_\_\_\_\_  
Date of Decision

## Schedule A

Iowa Falls Community School District  
Salary Schedule 2006-2007 School Year

Base is

26498

Step No.	Index	<div> <div>1.05</div> <div>1.10</div> <div>1.15</div> <div>1.20</div> <div>1.25</div> </div>							
		II BA/BS	III BA+15	IV BA+30	V MA	VI MA+15	VII MA+30		
1		26,498	27,823	29,148	30,473	31,798	33,122	2% is	529.96
2	4%	27,558	28,883	30,208	31,533	32,858	34,182	4% is	1,059.92
3	4%	28,618	29,943	31,268	32,593	33,917	35,242	4.5% is	1,192.41
4	4%	29,678	31,003	32,328	33,652	34,977	36,302		
5	4.5%	30,870	32,195	33,520	34,845	36,170	37,495		
6	4.5%	32,063	33,387	34,712	36,037	37,362	38,687		
7	4.5%	33,255	34,580	35,905	37,230	38,555	39,879		
8	4.5%	34,447	35,772	37,097	38,422	39,747	41,072		
9	4.5%	35,640	36,965	38,290	39,615	40,939	42,264		
10	4.5%	36,832	38,157	39,482	40,807	42,132	43,457		
11	4.5%	38,025	39,350	40,674	41,999	43,324	44,649		
12	4%	39,085	40,409	41,734	43,059	44,384	45,709		
13	4%	40,144	41,469	42,794	44,119	45,444	46,769		
14	(2%)	40,674 (2%)	41,999 (4%)	43,854 (4%)	45,179 (4%)	46,504 (4%)	47,829		
15	(2%)	41,204 (2%)	42,529 (2%)	44,384 (4%)	46,239 (4%)	47,564 (4%)	48,889		
16	2%	41,734	43,059	44,914	46,769	48,094	49,419		
17	2%	42,264	43,589	45,444	47,299	48,624	49,949		
18	2%	42,794	44,119	45,974	47,829	49,154	50,479		
19	2%	43,324	44,649	46,504	48,359	49,684	51,009		
20	2%	43,854	45,179	47,034	48,889	50,214	51,539		
21	2%			47,564	49,419	50,744	52,069		
22	2%			48,094	49,949	51,274	52,599		
23	2%				50,479	51,804	53,128		

## SCHEDULE B

### SUPPLEMENTAL PAY

Teachers assigned activities listed in Schedule B shall be paid in addition to their regular salary. The amounts specified below comprise this additional payment. Percentages are calculated on the activity experience step in the BA/BS column of Schedule A - not to exceed the twelfth (12th) step.

#### Category I Sports

Football  
Basketball  
Wrestling  
Baseball  
Softball  
Volleyball

#### Category II Sports

Track

#### Category III Sports

Cross Country  
Golf  
Tennis  
Soccer

12%	Category I - Head Coach
8%	Category I - Assistant Coach
6%	Category I - Middle School Coach
10%	Category II - Head Coach
7%	Category II - Assistant Coach
5%	Category II - Middle School Coach
6%	Category III - Head Coach
4%	Category III - Assistant Coach
12%	Athletic Director - High School
8%	Athletic Director - Middle School
6%	Cheerleader - High School
3%	Cheerleader - Middle School

#### Fine Arts

12%	Instrumental Music - High School
7%	Instrumental Music - Middle School
3%	Instrumental Music - 5th Grade
4%	State Large Group Speech
4%	State Small Group Speech
12%	Vocal Music - High School
2%	Vocal Music - 7th & 8th Grade
1%	Vocal Music - 6th Grade
4%	Fall Musical
2%	Assistant Musical Director
4%	Spring Play
4%	Winter Plays
1%	Flag Auxiliary Sponsor

Other

3%	Drill Team Sponsor
6%	School Annual
4%	School Paper
4%	Math Club Advisor
4%	Academic Decathlon Advisor
4%	Middle School Science Club Advisor
2.5%	Title I Coordination
2%	TAG Coordination
2%	Special Education (per 1.0 FTE)
2%	Reading Recovery (per 1.0 FTE)
1%	Assistant Drill Team Sponsor
1%	International Club Sponsor
1%	Junior Class Chairman

## Schedule C

Iowa Falls Community School District  
Extra-Curricular Schedule 2006-2007 School Year

Base is												
\$26498												
	1%	2%	3%	4%	5%	6%	7%	8%	9%	10%	11%	12%
Step 1												
\$26498	\$264.98	\$529.96	\$794.94	\$1059.92	\$1324.90	\$1589.88	\$1854.86	\$2119.84	\$2384.82	\$2649.80	\$2914.78	\$3179.76
Step 2												
\$27558	\$275.58	\$551.16	\$826.74	\$1102.32	\$1377.90	\$1653.48	\$1929.06	\$2204.64	\$2480.22	\$2755.80	\$3031.38	\$3306.96
Step 3												
\$28618	\$286.18	\$572.36	\$858.54	\$1144.72	\$1430.90	\$1717.08	\$2003.26	\$2289.44	\$2575.62	\$2861.80	\$3147.98	\$3434.16
Step 4												
\$29678	\$296.78	\$593.56	\$890.34	\$1187.12	\$1483.90	\$1780.68	\$2077.46	\$2374.24	\$2671.02	\$2967.80	\$3264.58	\$3561.36
Step 5												
\$30870	\$308.70	\$617.40	\$926.10	\$1234.80	\$1543.50	\$1852.20	\$2160.90	\$2469.60	\$2778.30	\$3087.00	\$3395.70	\$3704.40
Step 6												
\$32063	\$320.63	\$641.26	\$961.89	\$1282.52	\$1603.15	\$1923.78	\$2244.41	\$2565.04	\$2885.67	\$3206.30	\$3526.93	\$3847.56
Step 7												
\$33255	\$332.55	\$665.10	\$997.65	\$1330.20	\$1662.75	\$1995.30	\$2327.85	\$2660.40	\$2992.95	\$3325.50	\$3658.05	\$3990.60
Step 8												
\$34447	\$344.47	\$688.94	\$1033.41	\$1377.88	\$1722.35	\$2066.82	\$2411.29	\$2755.76	\$3100.23	\$3444.70	\$3789.17	\$4133.64
Step 9												
\$35640	\$356.40	\$712.80	\$1069.20	\$1425.60	\$1782.00	\$2138.40	\$2494.80	\$2851.20	\$3207.60	\$3564.00	\$3920.40	\$4276.80
Step 10												
\$36832	\$368.32	\$736.64	\$1104.96	\$1473.28	\$1841.60	\$2209.92	\$2578.24	\$2946.56	\$3314.88	\$3683.20	\$4051.52	\$4419.84
Step 11												
\$38025	\$380.25	\$760.50	\$1140.75	\$1521.00	\$1901.25	\$2281.50	\$2661.75	\$3042.00	\$3422.25	\$3802.50	\$4182.75	\$4563.00
Step 12												
\$39085	\$390.85	\$781.70	\$1172.55	\$1563.40	\$1954.25	\$2345.10	\$2735.95	\$3126.80	\$3517.65	\$3908.50	\$4299.35	\$4690.20